

**Fairfax County Park Authority
Board Meeting
September 29, 2004**

The Chairman convened the meeting at 7:31 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members

Winifred S. Shapiro, Chairman
Gilbert S. McCutcheon, Vice Chairman*
Jennifer E. Heinz, Secretary-Treasurer
Edward R. Batten, Sr.
Glenda M. Blake
Kevin J. Fay*
Kenneth G. Feng
Georgette Kohler
George E. Lovelace
Joanne E. Malone*
Harold L. Strickland*
Frank S. Vajda

*Board Members Absent

Staff

Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

Charlie Bittenbring
Bob Brennan
Brian Daly
Cindy Messinger
Miriam Morrison
Judy Pedersen
Lynn Tadlock

Seema Ajrawat
Jan Boothby
Nick Duray
John Finegan
Steve Lewis
Susan Tavallai
Sue Tibbetts
Ted Zavora

AGENDA CHANGES

Mrs. Shapiro asked if there were any changes to the Agenda. Since there were no changes, Mrs. Shapiro announced that she would proceed with the Agenda as publicized. **There were no objections from the Park Authority Board.**

NOTE: Later in the meeting, Mrs. Shapiro cancelled CLOSED SESSION – Adoption of Closed Session Minutes and considered the Closed Session Minutes dated September 15, 2004 in Public Session. (Board Members had previously received and reviewed the Closed Session Minutes.)

PRESENTATION / ADMINISTRATIVE ITEM**P-1 ParkNet 10-Year Plan**

Steve Lewis and John Finegan reviewed the history and use of the ParkNet System, the improvements to the ParkNet System since 1998, and staff plans to ensure that the hardware and software components of ParkNet continue to operate optimally for staff and customers.

Mr. Lovelace commended staff for their presentation of the 10-year projection and stated that the outline was easy to read and understand.

On behalf of the Park Authority Board, Mrs. Shapiro thanked staff for their presentation.

ADMIN -1 Adoption of Minutes - September 15, 2004, Park Authority Board Meeting

Mr. Vajda **MOVED** the Park Authority Board accept the Minutes of the September 15, 2004 Park Authority Board meeting as amended below; **SECONDED** by Mr. Batten. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

Page 11 C-1. Update on Land Acquisition in the Springfield District
Add Second Paragraph (after motion) – Add paragraph to read:
Mrs. Shapiro will testify at the October 18, 2004 Public Hearing on the Pohick School Site. **There were no objections from the Park Authority Board**

ACTION ITEMS**A-1 Adoption of the Revised Fairfax County Purchasing Resolution**

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

Mrs. Heinz **MOVED** Park Authority Board adoption of the July 12, 2004, revised Fairfax County Purchasing Resolution; **SECONDED** by Mr. Feng. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

Park Authority Board Minutes Approved and Signed on October 13, 2004

A-2 FY 2006 Budget Submission, Fund 001, General Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

Mr. Feng **MOVED** the Park Authority Board approve the FY 2006 General Fund (Fund 001) budget submission; **SECONDED** by Mrs. Heinz. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

A-3 FY 2006 Budget Submission, Fund 170, Park Revenue Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

Mr. Feng **MOVED** the Park Authority Board approve the FY 2006 Park Revenue Fund (Fund 170) budget submission; **SECONDED** by Mr. Batten. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

A-4 FY 2006 Budget Submission, Fund 303, General County Construction Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

Mr. Vajda **MOVED** the Park Authority Board approve the FY 2006 General County Fund (Fund 303) budget submission; **SECONDED** by Mr. Batten. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

Mrs. Shapiro requested that “school” be deleted from the third bullet under BACKGROUND. **There were no objections from the Park Authority Board**

INFORMATION ITEMS**I-1 Grants Development Plan - Presentation**

Mrs. Boothby reviewed the Grants Development Plan item. No action was necessary and there was no discussion on this item.

Park Authority Board Minutes Approved and Signed on October 13, 2004

I-2 FY 2006 Budget Submission, Fund 370, Park Authority Bond Construction

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

The board reviewed the FY 2006 Budget Submission, Fund 370, Park Authority Bond Construction. No action was necessary and there was no discussion on this item.

I-3 FY 2006 Budget Submission, Fund 371, Park Capital Improvement Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

The board reviewed the FY 2006 Budget Submission, Fund 371, Park Capital Improvement Fund. No action was necessary and there was no discussion on this item.

I-4 FY 2004 Year-End Reports for Fund 001, General Fund and Fund 170, Park Revenue Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

The board reviewed the FY 2004 Year-End Reports for Fund 001, General Fund and Fund 170, Park Revenue Fund. No action was necessary and there was no discussion on this item.

I-5 FY 2005 Update - Fund 370, Park Authority Bond Construction

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

The board reviewed the FY 2005 Update – Fund 370, Park Authority Bond Construction. No action was necessary and there was no discussion on this item.

I-6 FY 2005 Update - Fund 371, Park Capital Improvement Fund

This item was reviewed by the Budget Committee on September 15, 2004, and approved for submission to the Park Authority Board.

The Board reviewed the FY 2005 Update – Fund 371, Park Capital Improvement Fund. No action was necessary and there was no discussion on this item.

Park Authority Board Minutes Approved and Signed on October 13, 2004

CHAIRMAN'S MATTERS

- **Chinese Moon Festival**

On behalf of the Park Authority Board, Mrs. Shapiro thanked Mr. Feng for bringing in the almond cookies in celebration of the Chinese Moon Festival. The 15th lunar day of the 8th Chinese lunar month is the Moon Festival. This year the Moon Festival was September 28, 2004.

- **Nottoway Park Master Plan Revision**

Due to the absence of Ms. Malone, Mrs. Shapiro requested that the Nottoway Park Master Plan Revision be held for the November 3 Planning and Development Committee meeting. **There were no objections from the Park Authority Board**

- **Pohick School Site Public Hearing**

Mrs. Shapiro reported that she had represented the Park Authority at the public hearing for the Pohick School site, and she will also represent the Park Authority at the Board of Supervisors' meeting which will be held on October 18.

DIRECTOR'S MATTERS by Deputy Director Tim White

- **Boardroom Improvements**

Mr. White pointed out the improvements that have been made in the boardroom--the addition of the two permanent tables and the video equipment installed in the ceiling.

Mr. White noted that the audio equipment would soon be moved to enhance the visibility of the screen.

- **Incident at Oak Marr RECenter**

Mr. White reported that on Saturday, September 25, around 6:00 p.m., police were called to the Oak Marr Recreation Center to investigate reports of a suspicious person. Police officers encountered a man with a video camera in the men's locker room of the facility. A 43-year-old Burke area man who was a public school teacher was arrested for production of child pornography. Investigation revealed the man was secretly video taping juveniles in various stages of undress. Park Authority staff has been working cooperatively with the Fairfax County Police Department, providing information and answering questions as they arise.

As a result of this incident, RECenter management was advised to review security practices and procedures with staff and ensure that they are diligent in their enforcement. RECenter staff use lifeguard staff and managers on duty to make regular rounds into the locker rooms throughout the entire day. In addition, in the near future, staff will be directed to include all staff in making rounds on a regular basis to increase the number of rounds in the building and to ensure there is a presence in both men's and women's locker rooms as frequently as possible.

Mr. White distributed copies of a notice to customers that was issued at all RECenters informing them of the occurrence and the actions we have and/or will be taking to protect our public.

RECenter staff recently attended a training offered by the Fairfax County Police Department and ChildSafeNet on recognizing suspicious behavior by sex offenders and actions to be taken once identified. Additionally, mandatory training for all supervisory staff will be provided in the near future to better prepare staff to identify and deter this behavior in our facilities.

- **FCPA Wins Awards at Virginia Recreation and Park Society 50th Annual Conference**

Mr. White reported that the 50th annual conference of the Virginia Recreation and Park Society was held on September 25-28 at the Alexandria Hilton. The Park Authority was the recipient of two awards at the conference.

The first award, **Best Promotional Effort in an Electronic Media**, was presented for the Sully Slave Quarter: From the Ground Up video. This 40- minute video was produced in-house and promotes interpretive programs at Sully Historic Site that depict the life of slaves at this federal period estate. The film was funded in part by a grant from the Virginia Foundation for the Humanities and serves as a guide for other museums, historic sites and park and recreation departments. The film is also a training tool for docents at Sully and an introductory piece for local school teachers. This is one of several awards recently bestowed on this production which was the result of the efforts of Resource Management Division staff as well as our Park Services production and video staff.

The second award, **Best Promotional Effort Award for a Specialty Piece**, was presented for the Athletic Field Maintenance Guide. This guide has become a popular tool for adopt-a-field program participants who look to the Park Authority for field maintenance expertise. The Park Operations Division is to be commended for a job well done. This booklet has sold out whenever we have offered it in limited quantities for sale, and has also garnered other awards this year. Both of these awards represented communities with populations over 150,000.

- **RMD Volunteer Excellence Awards Reception**

Mr. White invited Board Members to attend the Resource Management Excellence Awards reception to be held on Saturday, October 2 from 9:30 to noon at the Great Falls Grange. This annual awards presentation honors outstanding RMD volunteers. Activities include brunch and the awards presentation. If you have not already done so, please RSVP to Erin Chernisky at 703-324-8750 or let me know tonight if you plan to attend.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS

STANDING COMMITTEES

Administration and Management Committee

Chairman: Mrs. Heinz

Members: Ms. Kohler, Ms. Malone, Mr. Feng, and Mr. Lovelace

Staff: Miriam C. Morrison, Division Director for Administration

Mrs. Heinz, Chairman of the Administration and Management Committee, reported that the next committee meeting would be announced.

Budget Committee

Chairman: Mr. Feng

Members: Ms. Blake, Ms. Kohler, Ms. Malone, and Mr. Fay

Staff: Miriam C. Morrison, Division Director for Administration

Mr. Feng, Chairman of the Budget Committee, distributed copies of the committee minutes dated July 28 and September 15, 2004. The next committee meeting will be announced.

Park Authority Board Minutes Approved and Signed on October 13, 2004

Planning and Development Committee

Chairman: Mr. Strickland

Members: Mrs. Heinz, Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Vajda

Staff: Lynn Tadlock, Division Director for Planning and Development

Mrs. Heinz, Member of the Planning and Development Committee, distributed copies of the committee minutes dated September 8, 2004. The next committee meeting is scheduled for October 6, 2004.

Park Operations Committee

Chairman: Ms. Malone

Members: Ms. Heinz, Mr. Fay, Mr. Lovelace, Mr. McCutcheon, Mr. Strickland, and Mr. Vajda

Staff: Brian Daly, Division Director for Park Operations

Mrs. Heinz, Member of the Park Operations Committee, distributed copies of the committee minutes dated May 5, 2004. The next committee meeting will be announced.

Resource Management Committee

Chairman: Mr. Vajda

Members: Ms. Kohler, Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Strickland

Staff: Cindy Messinger, Division Director for Resource Management

Mr. Vajda, Chairman of the Resource Management Committee, distributed copies of the committee minutes dated July 28, 2004. The next committee meeting will be announced.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Ms. Blake, Mrs. Heinz, Mr. Batten, Mr. Feng, Mr. Lovelace, and Mr. Vajda

Staff: Charlie Bittenbring, Division Director for Park Services

Mrs. Heinz, Member of the Park Services Committee, distributed copies of the committee minutes dated September 8, 2004. The next committee meeting is scheduled for October 6, 2004.

FOR THE RECORD

Mrs. Heinz requested that the Park Operations Committee minutes dated May 5, 2004, the Resource Management Committee minutes dated July 28, 2004, the Budget Committee minutes dated July 28, 2004 and September 15, 2004, the Park Services Committee minutes dated September 8, 2004, and the Planning and Development Committee minutes dated September 8, 2004, be entered into the record. **IN THE ABSENCE OF AN OBJECTION, SO ORDERED.**

Park Authority Board Minutes Approved and Signed on October 13, 2004

BOARD MATTERS

- **“Open Park” – Confederate Fortifications (Union Mills) Historic Site on October 2, 2004**

Mr. Feng invited the board members to attend the "Open Park" at Confederate Fortifications (Union Mills) Historic Site on Saturday, October 2, 2004, from 10:00 a.m. to 2:00 p.m., at Balmoral Greens Avenue just south of Westfields Golf Course.

- **Board Member Out-of-Town**

Mr. Vajda reported that he would not be attending the Saturday, October 2nd events because he will be out of town for four days. Mr. Vajda will return in time for the October 6 committee meetings.

- **Stakeholders’ Group Reviewing Park and Recreation Policies and Objectives of the Comprehensive Plan**

The Park Authority Board Representative for the Stakeholders’ Group, Mr. Batten, reported that he had participated in the orientation and issue identification meeting of the Fairfax County Planning Commission review of the County Comprehensive Plan as it relates to parks and recreation. He found it to be quite interesting. Sandy Stallman and staff did an excellent job.

- **There were no other BOARD MATTERS reported.** Board Members Blake, Heinz, Kohler, and Lovelace had no board matters. Ms. Malone, and Messrs. Fay, McCutcheon and Strickland were absent.

CLOSED SESSION was cancelled.

Park Authority Board Minutes Approved and Signed on October 13, 2004

OTHER ACTIONS**Acceptance of Closed Session Minutes Dated September 15, 2004**

Mr. Vajda **MOVED** the Park Authority Board accept the Closed Session Minutes dated September 15, 2004 as amended below; **SECONDED** by Mrs. Heinz. The MOTION was **APPROVED** with Ms. Malone, and Messrs. Fay, McCutcheon and Strickland being absent. There was no discussion on this item.

Page 2 C-1. Update on Land Acquisition in the Springfield District
Last Paragraph / Add Last Sentence – Add sentence to read:
Mrs. Shapiro will testify during the October 18, 2004 Public Hearing on Pohick School Site.

Page 5 C-1. Update on Land Acquisition in the Springfield District
Add Second Paragraph (after motion) – Add paragraph to read:
Mrs. Shapiro will testify at the October 18, 2004 Public Hearing on the Pohick School Site. **There were no objections from the Park Authority Board**

ADJOURNMENT

At 8:58 p.m. Mrs. Mrs. Shapiro **ADJOURNED** the Park Authority Board meeting. **There were no objections from the Park Authority Board**

Jennifer E. Heinz
Secretary-Treasurer

Minutes Approved at Meeting
on October 13, 2004

Timothy K. White, Deputy Director

Park Authority Board Minutes prepared by

Nancy L. Brumit, Administrative Assistant

Park Authority Board Minutes Approved and Signed on October 13, 2004